

## **Frequently Asked Questions (FAQs) for Domestic Violence Incident Count and Consequent Command Actions (DVIC-CCA)**

### **Why was NAVADMIN 004/16 issued?**

This NAVADMIN provides amplifying information for previous DVIC-CCA NAVADMIN 037/15, regarding the Navy Domestic Violence Incident Count and Consequent Command Action (DVIC-CCA) collection and reporting plan.

### **Severity levels?**

Severity levels will be assigned using Department of Defense Family Advocacy Program Incident Severity Scale. Incidents that meet DVIC-CCA reporting criteria shall be reported to the parent command of the Service member by CCSM letter and recorded in the Navy Central Registry.

### **What is Echelon II responsibility?**

Echelon II commanders will establish Family Advocacy Liaisons throughout their enterprises, to facilitate timely reporting of DVIC-CCA reports and also follow-up on missing reports if required.

### **What does a command need to report?**

Report completed command actions for incidents that were determined by Family Advocacy Program (FAP) to meet the incident severity scale criteria by fiscal year via encrypted e-mail to DVIC\_CCA(at)navy.mil no later than 5 days after the command action is complete. The report shall include:

- (1) Command Name
- (2) Command Primary UIC
- (3) Incident Report Date and DTG of SITREP if applicable

- (4) Category of Abuse/Severity as notified by FAP
- (5) Name of Service Member Offender
- (6) Consequent Command Action
- (7) Command Point of Contact Information

\*\*\*Issuing military protective order or treatment through FAP/Fleet and Family Support Center is not a reportable CCA. If the commander decides not to pursue command action the CCA would be reported as "No Action Taken" in the OTHER category. No action taken is usually the result of insufficient evidence for disciplinary processing or the Commander made a determination that no action would be taken because disciplinary or administrative action was not warranted under guidance as cited in Rules for Courts-Martial 306.

**What are FAP Liaison duties and responsibilities?**

To facilitate timely reporting of DVIC-CCA reports, follow-up on missing reports if required and to act as a liaison between the command, OPNAV, ISIC and FFSC regarding SNM inquiries, recommendations, command actions and other follow-up actions as required.

**Who do I contact for more information about DVIC-CCA or NAVADMIN 004/16?**

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